



**Texas Juvenile Justice Department
Board Meeting
11209 Metric Blvd. Bldg H, Suite A
Austin, Texas 78758
Friday, November 13, 2015, 9:00 a.m.**

BOARD MEMBERS PRESENT:

Scott W. Fisher, Board Chairman
The Honorable Becky Gregory
The Honorable Jimmy Smith
Jane Anderson King
The Honorable John Brieden III
The Honorable Carol Bush

Riley Shaw
Scott Matthew
MaryLou Mendoza

BOARD MEMBERS ABSENT:

Dr. Rene Olvera
The Honorable Laura Parker
Calvin Stephens

EXECUTIVE STAFF PRESENT:

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| David Reilly, Executive Director | Jim Hurley, Communications Director |
| Chelsea Buchholtz, Chief of Staff | Roland Luna, Chief Inspector General |
| Jill Mata, General Counsel | Eleazar Garcia, Chief Auditor |
| Elaine Mays, Chief Information Officer | Teresa Stroud, Sr. Director of State Programs |
| Carolyn Beck, Governmental Relations Specialist | Royce Myers, Human Resources Director |
| Dr. Tushar Desai, Medical Director | Jeannette Cantu, Executive Assistant |
| Luther Taliaferro, Sr. Director, Education Services | Terri Dollar, Director, Monitoring & Inspections |
| Mike Meyer, Chief Financial Officer | |
| Rebecca Walters, Director, Youth Placement and Program Development | |
| Lisa Capers, Sr. Director, Training and Organizational Development | |

OTHER GUESTS PRESENT:

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| Kavita Gupta, TJJD | Matthew Segura, TJJD | Debbie Unruh, OIO |
| Lesley Jacobs, TJJD | Lesley Jacobs, TJJD | Lauren Fleming, Lt. Gov. Office |
| Jim Southwell, TJJD | Nydia Thomas, TJJD | Malika Te, House Appropriations Committee |
| Tammy Holland, TJJD | Ron Quiros, Guadalupe Co. | Dr. Lori Robinson, TJJD |
| Scott Friedman, TJJD | Pete Cortez, TJJD | Darryl Beatty, Travis Co. |
| Kaci Singer, TJJD | G.K. Maenius, Tarrant Co. | Edeska Barnes, Jasper Co. |
| Vivian Cohn, TJJD | Connie Simon, TJJD | Don Lee, Urban Counties |
| Kenneth Ming, TJJD | Ben Bellomy, TJJD | Joel Micheals, Navarro College |
| Karol Davidson, TJJD | Kathryn Mattingly, TJJD | Xavier Casares, TJJD |
| Kyle Dufour, TJJD | Karol Davidson, TJJD | Darla Littrell, Navarro College |
| Ashely Kintzer, TJJD | Estela Medina, Travis Co. | Sherri Short, Navarro College |
| Susan Humphrey, Bell Co. | Erin Foley, TCJPD | Seth Christensen, Governor's Office |
| Jeremy Osborne, ACG | Steve Roman, TJJD | Matt Hinsley, ACG |
| Ross Worley, Smith Co. | Kevin Dubose, TJJD | Kris Arizola, Travis Co. |
| Sarah Miller, TJJD | | |

Call to Order

Chairman Fisher called the meeting to order at 9:00 a.m.

Prayer

Paula Martinez opened the meeting with a prayer.

Pledge

The Pledge of Allegiance was recited.

Discussion, consideration, and possible approval regarding excused absences

Mr. Shaw moved to excuse the absences of Dr. Olvera, Mr. Stephens, and Judge Parker. Mr. Matthew seconded. The motion passed.

Public Comments

Mr. Donald Lee of the Texas Conference of Urban Counties addressed the Board to extend his appreciation. He also called attention to the JCMS success story, in which county and the state collaborates on the the juvenile case management system. This system allows a child's data to follow the child throughout the state system.

Discussion, consideration, and possible approval regarding the August 28, 2015 board meeting minutes

Ms. Mendoza moved to approve the minutes. Mr. Smith seconded. The motion passed.

Report from the Chairman

Chairman Fisher reported he attended the Council of State Governments Juvenile Justice 50-state Forum in Austin earlier this week. It was a great opportunity for Texas Juvenile Justice reforms to be showcased. Despite difficulties the agency has gone through in the last six years, Texas really is a model for the nation. Other states are very interested in what Texas is doing.

Report from the Executive Director

David Reilly, Executive Director, reported that the executive staff participated in a two-day retreat that was facilitated by Dr. Tom Stone. The purpose of the retreat was to develop a proposed agency mission, core values, and vision, a draft of which he read to the Board. He requested the Board's input and said that staff would come back in January and request Board approval to ratify the mission, core values, and vision.

Mr. Reilly reported that the agency has drafted a Management Action Plan (MAP) in collaboration with the Office of the Governor. It is intended to be a comprehensive plan to primarily address youth and staff safety in agency's secure facilities. The goal is to provide a safe environment free of disruptions through improved services, staffing, operation, and communication. The agency has identified \$2.5 million within currently available budgetary authority to implement the goals of the plan and to mitigate the increased population without the need for legislative or gubernatorial action. Mr. Reilly provided the Board with additional highlights from the draft plan.

He reported that an organization called HYPE, Helping Young People Excel, held an event at the Giddings facility in September. Charleston White led a reunion of former youth at Giddings. Mr. Reilly was touched by so many youth coming back to the campus to give back. Many of them spoke to current students. The current students heard stories of hope and redemption.

Also at Giddings, the Minister of Justice from Great Britain, spent half a day at the facility and came away impressed with the programming. He spent the morning interviewing both staff and kids and spent a lot of time in the vocational area.

Late in September, TJJD hosted the PREA Audit Readiness training in Austin. The training was designed to help facilities understand the PREA audit requirement, the audit process and prepare for upcoming audits to ensure compliance with the PREA standards. Mr. Reilly thanked Lisa Capers and Jerome Williams for their hard work to support counties in this regard.

Mr. Reilly announced that TJJD is now actively on Facebook and Twitter. He thanked the Board for their feedback in August and encouragement to use social media as an effective way to share the many good things happening at the agency.

Mr. Reilly said he was happy to report that the turnover numbers are improving. The JCO turnover rate in FY 2015 is the lowest since 2002. Case Managers is the lowest since 2003. Psychologist/health specialists is at 32.43%, compared to 45% in FY 2011. Agency wide, turnover is the lowest it's been since the merge.

Mr. Reilly provided an update on Regionalization, SB 1630. He stated the agency is required to finalize a regionalization plan by August 31, 2016. The Task Force has been meeting for the last 3 months and is scheduled for another meeting a week after the Board meeting. The Task Force is working towards regional planning instructions for each region to establish their own plan for these seven regional divisions.

Mr. Reilly said the Board would hear later in the meeting from Teresa Stroud and Rebecca Walters about the progress the agency is making in our Youth in Custody Project. He said he is very excited about the improvements it will bring to the system, to campus culture, and he is especially proud of the work Gainesville and Ron Jackson have done to implement this programming.

For the first time since FY 2006, the number of new commitments to TJJD rose in FY 2015, up 3% from 782 in FY 2014 to 808 in FY 2015. The increase in new commitments in FY 2015 was driven by a 50% increase in new determinate sentence commitments. On the county side, the number of referrals decreased 3%. The only offense with an increase in referrals was violent felonies.

Luther Taliaferro has been serving as Interim and has now been appointed as the agency's permanent Superintendent of Education Services.

In response to a question from Judge Brieden regarding regionalization, Mr. Reilly clarified that to prevent kids from being committed to the state, a county could utilize the services from another county if they met the qualifications, and the state would pay for that placement. Judge Brieden said that he was also concerned that this means that the kids that do get committed to TJJD are the worst of the worst and to a certain degree that is already happening. Judge Brieden stated, regarding the recent incident at Giddings in September that staff were properly trained and handled the incident the way it was supposed to be handled, however that was not reported in the media. Mr. Reilly went into further detail regarding the incident at Giddings.

Chairman Fisher thanked Mr. Reilly for his report.

Chairman Fisher recognized Seth Christensen of the Governor's Office, Lauran Sutterfield of Senator Dan Patrick's Office, Chief Juvenile Probation Officers and staff in attendance. He recognized Riley Shaw as the new Chair Elect of the State Bar of Texas.

Travis County Juvenile Probation Department presentation

Staff from the Travis County Juvenile Probation Department gave a presentation regarding their Guitar Program and showed a video.

Report from the Advisory Council

a. Recommendation to the Board on whether the Texas Juvenile Justice System should use one standardized risk assessment instrument or multiple approved instruments

Estela Medina, Chair of the Advisory Council, reported on the council's work with TJJD regarding the Regionalization Task Force Group, Funding and the Standard subcommittee which has completed revisions to TAC 341 which will be presented to the Board later on the agenda.

The Advisory Council recommends the use of one validated risk assessment to be implemented statewide for use by Juvenile Probation Department. The recommendation includes that if a Juvenile Probation Department determines the use of a different instrument, the Department will need to comply with all reporting requirements for submitting information to TJJD. The recommendation also includes that training for the use of the instrument (once approved) be provided; and that funding for the implementation of the instrument be made available. Ms. Medina also provided several factors for consideration as part of her report.

In response to a question from Judge Brieden regarding the risk assessment instrument, Mr. Reilly clarified that currently, the state provides a free instrument. In the future, whatever instrument is used, there will be training provided. Whatever tool is ultimately selected, there will be cost associated with that. Judge Brieden expressed his concern regarding an unfunded mandate to the counties. Mr. Reilly stated discussions have already begun regarding next steps and for incorporating the associated cost into the agency's LAR.

The next meeting of the Advisory Council is scheduled for January 8, 2016 in Austin.

Discussion, consideration, and possible approval of Amendment #4 to the TechShare.Juvenile and Juvenile Case Management System-Basic 2013 Resource Sharing Addendum (January 1, 2016 to December 31, 2016) (Action)

Lisa Capers, Senior Director of Training and Organizational Development, reported the Board has been provided with an updated resolution. Amendment number four is an extension that will take the agency through June of 2016, rather than December 2016. This will allow the agency time to review the agreements and make any revisions that are necessary. The budget stays the same and there will be two quarterly payments. Chairman Fisher stated that SB 20 requires us to make sure we are in full compliance and this review just makes sure we are doing this.

Judge Brieden moved to accept the amended resolution. Ms. King seconded. The motion passed.

Chairman Fisher called for a 10 minute recess.

Report from the Inspector General

Roland Luna, Chief Inspector General, reviewed the Executive Summary of the Annual Report for FY 2015. In response to a question by Chairman Fisher regarding cases accepted by the SPU, Inspector General Luna stated that the quality of the investigations submitted to the SPU was talked about frequently. We now have a better investigative product, for what they are looking for which is why we now have a 90% acceptance rate.

Inspector General Luna reviewed the Investigative Analysis, Investigative Life Cycle, and Contraband, Detection and Interception Division Activity through FY 2016.

Discussion, consideration, and possible final adoption of rule review and revisions within 37 TAC §§380.9711, (Control of Seized Contraband or Potential Evidence), 380.9713, (Use of Canine (K-9) Teams), and 380.9729, (Directives to Apprehend) (Action)

Inspector General Luna stated these rules were posted in the Texas Register for a 30-day public comment period and there were no comments received. The staff now requests the Board's approval to adopt the rule review and the final rules.

Mr. Matthew moved to approve the adoption. Judge Brieden seconded. The motion passed.

Report from the Administrative Investigations Division

Kevin DuBose, Director of the Administrative Investigations Division (AID), presented summary comparisons of FY 2015. The county total reports received has declined. What these numbers don't reflect is the complexity, multifaceted, in-depth cases that were worked for FY 2015. In response to a statement by Judge Brieden, Mr. DuBose confirmed that 117 cases remained active at the time this report was generated.

As it relates to the State Investigations Unit, there was a reduction in total investigation opened. Thanks to the TJJD General Counsel and Deputy General Counsel, the division is now adding investigator positions at Evins, Gainesville and Ron Jackson.

Discussion, consideration, and possible approval to appoint the members of the Juvenile Records Advisory Committee (Action)

Chairman Fisher noted that Riley Shaw and Scott Matthew would abstain from the vote on this item.

Nydia Thomas, Special Counsel for Legal Education and Technical Assistance in the Office of the General Counsel, reported this item is in accordance with the mandate of House Bill 431. The Texas Juvenile Justice Department is required to establish a Juvenile Records Advisory Committee that is charged with the task of developing a plan to study, reorganize and comprehensively revise chapter 58 of the Family Code and other laws pertaining to juvenile records. TJJD is required to appoint an advisory committee and presiding officer no later than December 1, 2015. She provided the resolution for adoption and a proposed appointment roster.

Ms. King moved to approve the appointments. Ms. Mendoza seconded. The motion passed.

Discussion, consideration, and possible approval of the Ethics Training schedule for Board members (Action)

Jill Mata, General Counsel, reported the Internal Audit Department conducted an audit of the agency ethics program in 2013. Included in the audit was a recommendation that the general counsel work with the governing board to determine the need for periodic ethics related training in addition to the ethics training each new Board member receives. The Board Chairman recommended that periodic ethics training would occur upon each re-appointment to the Board. The general counsel recommended the adoption of the resolution provided that memorializes this as the decision of the Board.

Judge Brieden moved to approve the resolution as presented. Judge Bush seconded. The motion passed.

Report from the Trust Committee

Commissioner Smith, Chairman of the Trust Committee, informed the Board of on-going negotiations and discussions regarding the leases for the Parrie Haynes and Wende Trusts, respectively. He said the committee was advised that the McDonald's Corporation wanted the Trust to make a proposal in order to continue the discussions about a new lease. The Committee decided they would not make a proposal and leave it as is for now and let the current lease carry on.

Report from the Finance and Audit Committee

Ms. Jane King sat in for Calvin Stephens as Chair of the Finance and Audit Committee. She reported that in addition to the items to be heard before the Board, they also heard from Rebecca Walters and Teresa Stroud regarding the population and commitment increase. Of note, 20% of the population is determinate sentence commitments. The committee recommended approval for the action items to be heard by the Board.

Discussion, consideration, and possible approval to publish proposed revisions and rule review for 37 TAC §§385.8165 (Site Selection for Juvenile Facility Construction), 385.8170 (Acceptance of Gifts of \$500 or more), 385.9969 (Collection of Delinquent Obligations), 385.9971 (Student Benefit Fund), and 385.9990 (Vehicle Fleet Management) in the Texas Register for a 30-day public comment period (Action)

Mike Meyer, Chief Financial Officer, reported the Finance Division has completed its review of the above listed rule from Chapter 385. As a result of the review, the staff recommended primarily non-substantive revisions outlined in the materials provided. Staff requested the Board's approval to publish the proposed revisions and a rule review notice in the Texas Register for a 30-day public comment period.

Ms. King moved to approve submittal of the proposed rule for public comment. Commissioner Smith seconded. The motion passed.

Discussion, consideration, and possible approval of the Internal Audit Charter (Action)

Eleazar Garcia, Chief Internal Auditor, presented the Internal Audit Charter. He stated there are no changes to the current 2014 document. Chairman Fisher stated this comes recommended for approval by the Finance and Audit Committee.

Ms. King moved to approve the Audit Charter. Judge Brieden seconded. The motion passed.

Discussion, consideration, and possible approval of the Risk Assessment and FY 2016 Audit Plan (Action)

Mr. Garcia stated the proposed plan for FY 2016 was developed in accordance with Chapter 2102, Government Code, which requires state agency internal audit departments to develop an annual audit plan using risk assessment techniques. The risk assessment and project selection process used by the TJJID Internal Audit Department included input from Board members, agency management, and the Management Audit Committee. Information which describes the assumptions and process used to develop the plan include: Process description for the annual audit plan development, Risk assessment scores and coverage schedule, and proposed FY 2016 audit plan. If approved, the plan would be posted on the agency's public website.

Ms. King moved to approve the audit plan. Mr. Matthew seconded. The motion carried.

Discussion regarding the FY 2015 Annual Internal Audit Report

Mr. Garcia stated this report was required to be submitted to the Governor's Office, Legislative Budget Board, Sunset Advisory Commission, and the State Auditor's Office by November 1, 2015. Mr. Garcia reviewed the sections required in the report. The report will be updated to include the approved Internal Audit Plan for FY 2016.

Report from the Safety & Security Committee

Riley Shaw sat in for Judge Parker as Chair for the Safety & Security Committee meeting. Mr. Shaw reported that the committee received Mr. Luna, Mr. DuBose and Ms. Stroud's reports. Many of the items heard were items that were already placed in the Texas Register for public comments, public comments were received. The committee heard one request for variance, and one request for variance was also withdrawn. The committee also heard several disciplinary action cases.

Discussion, consideration, and possible final adoption of rule review and revisions within 37 TAC §§380.9701, 380.9707, 380.9715-380.9727, and 380.9739-380.9747, relating to Security and Control (Action)

Teresa Stroud, Senior Director of State Programs and Facilities, stated the Board previously approved posting these revisions and rule review notice in the Texas Register for a 30-day comment period. The comment period has ended, there were no public comments received, however TJJD staff recommended grammatical and typographical corrections. There was one clarification regarding who to contact for a 72-hour extension for a youth in security.

Ms. Mendoza moved to adopt the rules as presented. Mr. Matthew seconded. The motion passed.

Discussion, consideration, and possible approval to publish proposed rule review and revisions for 37 TAC §385.9941 (Response to Ombudsman Reports) and §385.9951 (Death of a Youth) in the Texas Register for a 30-day public comment period (Action)

Ms. Stroud reported that as part of the agency's rule review process, the State Programs and Facilities Division completed its review of these rules. As a result of this review, the staff recommended several revisions outlined in your materials. Ms. Stroud presented the summary of key revisions. In response to

a question by Chairman Fisher regarding notification of death, Ms. Stroud stated that the Superintendent, Mr. Adamski, Director of Secure Operations, or she will be the one making the notifications. Chairman Fisher recommended they start including the Chaplain to be a part of the notifications. Ms. Mendoza expressed concern regarding the word “attempts” for the change, “TJJD attempts to notify the parent/guardian in person whenever possible”. Ms. Mendoza felt the word “should” would be better suited. Ms. Stroud provided an example of when a parent could not be reached because both parents were incarcerated.

Mr. Shaw moved to table rule 385.9951 until the January Board meeting. Mr. Matthew seconded. The motion passed.

Regarding ruled 385.9941, Mr. Matthew moved to approve submittal of the proposed rule for public comment. Mr. Shaw seconded. The motion passed.

Judge Brieden further clarified regarding rule 385.9951, that on page 147 (c)(1) of the actual proposed rule, the word “attempts” is not even used. The staff just used that word in the summary.

Judge Brieden moved to take rule 385.9951 off the table. Ms. King seconded. The motion passed.

Judge Brieden moved to approve submittal of the proposed rule 385.9951 for public comment. Ms. King seconded. The motion passed.

Discussion, consideration, and possible final adoption of rule review and revisions within 37 TAC Chapter 358, relating to Identifying, Reporting, and Investigating Abuse, Neglect, Exploitation, Death, and Serious Incidents (Action)

Lesly Jacobs, Deputy Director of the Administrative Investigations Division, stated staff is requesting final adoption of revisions made to Chapter 358. The major revision included the addition that the juvenile board chair has the duty to conduct the internal investigation or appoint an individual to do so when the chief administrative officer is the person alleged to have abused, neglected, or exploited a juvenile. Also added was a definition for private facility administrator.

Ms. King moved to adopt the rule revisions as presented. Ms. Mendoza seconded. The motion passed.

In response to a question by Chairman Fisher, Ms. Jacobs confirmed there were no public comments received for this rule review.

Discussion, consideration, and possible approval to publish proposed revisions within 37 TAC Chapter 341, relating to Juvenile Probation Department General Standards, 37 TAC §§343.616, 343.688, and §343.690, relating to Case Plans in Secure Facilities, and 37 TAC §355.654, relating to Case Plans in Non-secure Facilities, in the *Texas Register* for a 30-day public comment period (Action)

James Williams, Senior Director of Probation and Community Services, reported that TJJD staff and the Advisory Council's Standards Committee have jointly completed a review and recommend changes in every standard within the chapter. He stated staff are now requesting the Board's approval to publish the proposed changes in the Texas Register for a 30-day public comment period.

Judge Brieden moved to approve submittal of the proposed rule for public comment. Mr. Matthew seconded. The motion passed.

Discussion, consideration, and possible approval to publish proposed revisions and rule review for 37 TAC §§385.8101 (Public Information Requests), 385.8107 (Petition for Adoption of a Rule), 385.8111 (Complaints from the Public), 385.8136 (Notification to Public and Private Schools) 385.8141 (Confidentiality), 385.8161 (Notification of Facility Opening or Relocating), 385.8163 (Decentralization), and 385.8181 (Background Checks) in the *Texas Register* for a 30-day public comment period (Action)

Kathryn Mattingly, Staff Attorney, stated the proposed changes were identified through the rule review process. The changes are non-substantive, are clarifying, or were made to make the language conform to statute or current practice, as appropriate. She stated staff are now requesting the Board's approval to publish the proposed changes in the Texas Register for a 30-day public comment period.

Mr. Shaw moved to approve submittal of the proposed rule for public comment. Judge Bush seconded. The motion passed.

Discussion, consideration, and possible approval regarding the discipline of Certified Officers- Agreed Orders (Action)

- a. Katherine Karshis; 15-21360; 21360 (Bexar)
- b. Shannon Powers; 15-26835-140042 (Harris)

Kaci Singer, Staff Attorney, and Kyle Dufour, Staff Attorneys, presented the agreed orders.

Ms. King moved to approve the agreed orders. Ms. Mendoza seconded. The motion passed.

Discussion, consideration, and possible approval regarding the discipline of Certified Officers- Default Judgment Orders (Action)

- a. Collins Ihejiawu; 15-9498-130215; 9498 (Collin)
- b. Delbert Parks; 15-12078-130159; 12078 (Dallas)
- c. Jacob Romero; 15-26465-140133; 26465 (Bexar)
- d. Darrell Smith; 15-24886-150011 & 15-24886-150135; 24886 (Collin)
- e. Charles Williams; 15-27564; 27564 (Dallas)

Kaci Singer, Staff Attorney, and Kyle Dufour, Staff Attorneys, presented the default judgment orders. Each of these officers has been given notice by law, as required, and none responded. Staff requests the Board approve the default judgment order against these officers revoking their certification.

Ms. King moved to separate item e, Charles Williams, to be considered separately. Judge Brieden seconded. The motion passed.

Mr. Matthew moved to approve the default judgment orders for items a through d. Ms. King seconded. The motion passed.

Ms. King stated she didn't feel that six months' probation was adequate discipline for the forgery offense by Mr. Williams, item e. Ms. King moved to reject the default order as presented for item e. Mr. Matthew seconded.

Review, discussion, and possible action regarding the 110th Judicial District Juvenile Board Application for Permanent Variance for Title 37 Texas Administrative Code Section 355.430(b)(1) and (2) related to Same-Gender Supervision Requirements (Action)

Chairman Fisher announced the request for this variance was withdrawn.

Review, discussion, and possible action regarding the Smith County Juvenile Board Application for Permanent Variance for Title 37 Texas Administrative Code Sections 343.230(a)(4) and 343.226(b)(1-2) related to Natural Light Requirements in Specialized Housing Units (Action)

Scott Friedman, with the Monitoring and Inspections Division, presented the variance. The applicant has satisfied all six criteria satisfactorily. Staff recommends the Board grant the variance with the proposed special conditions listed in the resolution.

Mr. Shaw moved to grant the variance. Ms. Mendoza seconded. The motion passed.

Report from the Programs Committee

Mr. Shaw reported that Ms. Stroud presented on the State Facilities performance tracking and Ms. Walters presented on the Youth in Custody Project. Mr. Hurley and Mr. Myers both presented rule reviews.

Discussion, consideration, and possible approval to publish proposed revisions and rule review for 37 TAC §385.8137, relating To Public and Media, in the *Texas Register* for A 30-day public comment period (Action)

Jim Hurley, Director of Communications, reported that this rule review cleans up the language in rule. Staff requests the Board's approval to publish the proposed revisions and a rule review notice in the Texas Register for a 30-day public comment period.

Mr. Matthew moved to approve submittal of the proposed rule for public comment. Ms. Mendoza seconded. The motion passed.

Discussion, consideration, and possible approval to publish proposed rule review for 37 TAC §385.9981, relating to Sick Leave Pool Administration, in the Texas Register for a 30-day public comment period (Action)

Royce Myers, Director of Human Resources, reported that staff are not proposing any changes to the rule and recommends re-adoption of the current rule text.

Ms. King moved to approve submittal of the proposed rule for public comment. Mr. Shaw seconded. The motion passed.

Discussion, consideration, and possible approval regarding Board authorization to designate a housing allowance for Chaplains for tax year 2016 (Action)

Teresa Stroud, Senior Director of State Programs and Facilities, reported TJJD is requesting Board approval to designate up to the percentage requested by each Chaplain as a housing allowance for tax year 2016, enabling them to exclude that amount of their gross income from federal income taxes.

Mr. Shaw moved to approve the resolution as presented. Ms. Mendoza seconded. The motion passed.

Chairman Fisher recessed the open session meeting at 11:58 a.m.

Closed Session – Executive Session

- a) **§551.071 Consultation with attorney (see footnote)**
- b) **§551.072 Deliberation regarding real property (John C. Wende and Parrie Haynes trusts)**
- c) **Discussion regarding personnel matter and impact of GAA SB 2 authorized salary adjustments**

Reconvene in open session, discussion, consideration, and possible approval regarding matters deliberated in closed executive session, if applicable

Chairman Fisher reconvened the open meeting at 12:52 p.m. There was no action taken on items in closed session.

Adjourn

Chairman Fisher adjourned the meeting at 12:52 p.m.